

REQUEST OFFICER SEPARATION (RETIREMENT)

NAME/RANK: _____

UNIT: _____

_____ BN/GP/BDE ENDORSEMENT FOR REQUEST FOR RETIREMENT

_____ MEMO FROM SOLDIER REQUESTING RETIREMENT (*see memo below*)

_____ MEMO OF NOTIFICATION OF 20 YEARS OF SERVICE

_____ MEMO REQUESTING MINUTEMAN PLAQUE AWARD (*LA REG APPEN*)

_____ REQUEST FOR FEDERAL OR STATE AWARD **OPTIONAL** (*DA Form 638 or
LAARNG 1-6R dtd 01 Jan 99*)

_____ OER INFO (RATED BY: _____ RATED: _____)

(OFFICERS)

SUBJECT: Resignation from the Army National Guard to Transfer to the Retired Reserve

TO:

1. I, John Doe, LTC, Infantry, SSN 000-000-0000, hereby tender my resignation as an officer of the Louisiana Army National Guard under the provisions of _____, NGR 635-100, and request that I be transferred to the Army Reserve with assignment to the USAR Control Group (Retired) effective ____ (date) ____ . I do (not) have a remaining reserve obligation.

2. In electing this transfer, I am aware that I am (not) qualified for retired pay at age 60 under the provisions of AR 135-180, and have (not) been issued a letter of notifying me of such eligibility.

(signature block)

(WARRANT OFFICERS)

SUBJECT: Resignation from the Army National Guard to Transfer to the Retired Reserve

TO:

1. I, John Doe, CW2, SSN 000-000-0000, hereby tender my resignation as an warrant officer of the Louisiana Army National Guard under the provisions of ____ (para) ____, NGR 600-101, and request that I be transferred to the Army Reserve with assignment to the USAR Control Group (Retired) effective ____ (date) ____ . I do (not) have a remaining reserve obligation.

2. In electing this transfer, I am aware that I am (not) qualified for retired pay at age 60 under the provisions of AR 135-180, and have (not) been issued a letter of notifying me of such eligibility.

(signature block)